

**DODGE COUNTY EXECUTIVE COMMITTEE**  
**FEBRUARY 1, 2021 10:00 A.M.**  
**FIRST FLOOR – ROOMS H & I AUDITORIUM**  
**DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039**

The meeting was called to order at 10:00 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Frohling, Hilbert (by phone), Kottke, Marsik, J. Schmitt, and Sheahan-Malloy.

Member(s) absent: Schaefer (Excused).

Others present: Dodge County Administrator Jim Mielke; Deputy County Clerk Christine M. Kjornes; Corporation Counsel Kimberly Nass; Dodge County Clerk Karen Gibson; Emergency Management Director Amy Nehls; Information Technology Director Justin Reynolds; Dodge County Sheriff Dale Schmidt; Land Resources and Parks Director Bill Ehlenbeck; Planning and Economic Development Administrator Nate Olson; ThriveED Executive Director Vicki Pratt (by phone); ThriveED Managing Director of Business Development Deb Reinbold; County Board Supervisor Jeff Berres; County Board Supervisor Jeff Caine; County Board Supervisor Cathy Houchin (by phone); County Board Supervisor Donna Maly; Dodge County Housing Authority Representative Jamie Rhodes; Dodge County Housing Authority Representative Donna Braun; Watertown Daily Times Reporter Ed Zagorski; WBEV Reporter Kevin Haugen; and Daily Citizen Reporter Ken Thomas.

The following Non-Committee Member County Board Supervisor requested payment for attending the meeting: Jeff Berres, and Donna Maly.

There was no Public Comment.

Supervisor J. Schmitt requested the following additions be made to the January 7, 2021 minutes: On Page 1, paragraph 9, the sentence that begins with "Supervisor J. Schmitt voiced his concerns", add to that sentence the following language: *and he has concerns with the ThriveED contract not being followed*; and, on Page 1, paragraph 10, regarding out-of-state travel, the sentence that begins with "Supervisor Guckenberger voiced his concern", add to that sentence the following language: *with the request not being presented to the Judicial and Public Protection Committee, and if training is needed, a closer location should be determined*. Motion by J. Schmitt, seconded by Marsik to approve the January 7, 2021 minutes, as amended. Motion carried.

There was no discussion on the Resolutions from other Counties.

County Board Supervisor Donna Maly provided an oral report to the Committee regarding the County Board Size Study Committee. Supervisor Maly distributed to the Committee members a document entitled *Dodge County Board of Supervisors Size Study, Final Report, Size Study Time-line: October 8, 2020 thru January 31, 2021*. Supervisor Maly reviewed the document, and reported that the County Board Size Study Committee recommends that the County Board of Supervisors remain at thirty-three (33) members. Executive Committee members thanked Supervisor Maly for the final report.

The Committee continued with a discussion regarding the appointment of the Redistricting Committee. Chairman Kottke reported that Dodge County was notified that the census numbers will not be provided until July 31, 2021. The appointment of the Redistricting Committee will be an item on the March 2021 Executive Committee meeting agenda.

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County Administrator Jim Mielke provided an oral report to the Committee regarding the ThriveED 2021 Plan of Work for Dodge County. Mr. Mielke reported that a memo dated January 26, 2021 was included in the packet materials as well as the proposed UW-Whitewater Housing Study. Mr. Mielke further reported that ThriveED is willing to address issues not identified in the original scope of work. The Committee continued with a discussion regarding the importance of measurable criteria, the prioritization of the scope of work, and the proposed housing study. Supervisor J. Schmitt commented that the Taxation Committee met on January 28, 2021, and Dodge County is in possession of properties with the potential for development. Ms. Nass suggested a survey of municipal ordinances. Following Committee discussion, a motion was made by Frohling, seconded by Hilbert to proceed with the UW-Whitewater Housing Study including an inventory and review of municipal ordinances. Ms. Nass indicated that an item was added to the UW-Whitewater Housing Study, Attachment A, Scope of Work, which requires the study to include a comprehensive written report with data, findings and recommendations. Motion carried. ThriveED Executive Director Vicki Pratt appeared by phone, and reported that ThriveED is having ongoing discussions with municipalities regarding such topics as workforce challenges, and the standardization of ordinances. Ms. Pratt encouraged Dodge County to work with UW-Whitewater on the scope of work for the housing study. Chairman Kottke commented that a working meeting with ThriveED will be determined at a later date.

Dodge County Clerk Karen Gibson reported that there are no proposed agenda items for the February 18, 2021 County Board meeting at this time.

Mr. Mielke provided an oral report to the Committee regarding the ERP Project. Mr. Mielke reported that information was included in the packet materials regarding the ERP Project Accounting for Budget Year 2020, and the information will be reviewed at the February 8, 2021 Finance Committee meeting. Mr. Mielke further reported that a lessons learned document is in the process of being developed.

Mr. Mielke provided an oral report to the Committee regarding the Courthouse Security Fence Project. Mr. Mielke reported that the gates are currently not operable, but the vendor will be onsite February 2, 2021 for testing.

Mr. Mielke commented that Bill Evans from Robertson Ryan will be onsite the week of February 8, 2021 for discussions on property casualty insurance, and an update will be provided at the March 2021 Executive Committee meeting.

Emergency Management Director Amy Nehls had nothing new to report on activities of the Emergency Management Department.

Corporation Counsel Kimberly Nass reported the status of contracts completed by the Corporation Counsel office.

Ms. Nass provided an oral report to the Committee regarding the Request for Proposal (RFP) for the County Board Strategic Plan. Ms. Nass reported that the draft RFP for County Board Strategic Plan was included in the packet materials. Ms. Nass asked the Committee who should be the Selection Team. It was a consensus of the Committee that the Executive Committee will be the Selection Team. Ms. Nass volunteered to be the person of contact for questions regarding the scope of work. Ms. Nass

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commented that the County Board Strategic Plan has an aggressive timeline, but recommends that the project have a completion date. Supervisor Lisa Derr voiced her concerns with the aggressive timeline, and suggested the use of a facilitator to assist with the timeline. Ms. Nass commented that it is important to have the strategic plan in place prior to the next County Board of Supervisors in April of 2022. Ms. Nass reported that she changed “Purchasing Office” to “Corporation Counsel Office” in the draft strategic plan. Motion by Marsik, seconded by Sheahan-Malloy to approve the County Board Strategic Plan. Motion carried 5-1. J. Schmitt opposed. Ms. Nass commented that the RFP for the County Board Strategic Plan will be updated and released on February 15, 2021, and will be added to the county website.

The Committee continued with a brief discussion on the Resolution to Terminate Emergency Declaration (Public Health – COVID-19). Chairman Kottke commented that the Emergency Declaration will remain status quo, and the Termination of the Emergency Declaration will be an item on the March 2021 Executive Committee meeting agenda

The Committee continued with a discussion on the Resolution to Restrict Out of State Travel During Declared State of Emergency that was sponsored by Supervisor David Guckenberger, and Supervisor Sheahan-Malloy. Supervisor Sheahan-Malloy commented that the Resolution is being presented for consistency, and to provide expectations going forward. Supervisor Marsik recommended allowing staff who have received the vaccination, and are at least fourteen (14) days post vaccination, the ability to travel out of state for work purposes. Dodge County Sheriff Dale Schmidt voiced his concerns with the micromanagement of staff, and the amendment of department budgets after approval by the County Board. Ms. Nass commented that if a County Board Rule needs to be changed, the item needs to be included on a future Executive Committee agenda. Motion by Marsik, seconded by Sheahan-Malloy to amend the Resolution to add the following language in the So Now, Therefore, Be it Resolved paragraph, after the words “unless medically necessary”: *, or an employee has received at least the first COVID vaccine and is at least 14 days post vaccination.* Motion carried as amended 5-1. Hilbert opposed. Motion by J. Schmitt, seconded by Sheahan-Malloy to forward the amended Resolution to the County Board for consideration at the February 18, 2021 meeting. Motion carried 5-1. Frohling opposed.

Information Technology Director Justin Reynolds provided an oral report to the Committee regarding the status of recording/broadcasting the County Board Meetings. Mr. Reynolds reported that the County Board room is ready for live stream, and he is working with the live stream provider and Ms. Nass on the agreement.

Planning and Economic Administrator Nate Olson provided an oral report to the Committee regarding the Status of Broadband Grant Projects. Mr. Olson reported that all the paperwork has been submitted to the PSC, and the first CARES Act payment has been received. Mr. Olson further reported that some towers have been installed or are in the process of installation.

There was no discussion on the January 20, 2021 Wisconsin Counties Association County Ambassador Program.

There was no discussion on the Wisconsin Counties Association 2021 Virtual Legislative Exchange, to be held March 2-3, 2021.

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The next regular meeting of the Executive Committee will be held on March 1, 2021, at 10:00 a.m., in the Auditorium, located on the First Floor, of the Administration Building.

Meeting adjourned at 11:57 a.m. by the order of the Chairman.

*Russell Kotthe, Chair*  
Daniel Hilbert, Secretary

**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**